



SHREE VENKATESHWARA HI-TECH ENGINEERING COLLEGE

Accredited by NAAC with 'A' Grade

An ISO 9001:2015 Certified Institution

Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai

Gobichettipalayam – 638 455, Erode District, Tamilnadu

Web: <http://www.svhc.com/>



Minutes of Meeting

Venue: Principal Chamber

Time: 1.00 pm

Date: 14.10.2022

ICC Meeting was held on 14th October 2022, 1.00 pm at the Principal Cabin and the following members were present

S. No	Name of the Member	Category	Position	Sign	S N	Name of the Member	Category	Position	Sign
1	Dr.P.Thangavel	Principal	Convenor		8	Ms.A.Loganayaki	AP / EEE	Member	
2	Dr.S.Sathyasundari	Prof/ MBA	Co-ordinator		9	Ms.S.Ayisha	AP /ECE	Member	
3	Ms.S.Janaki	NGO	Member		10	Ms.S.Shanmugapriya	Typist-Office	Member	
4	Ms.O.S.Thenmozhi	AP/S&H	Member		11	Ms.K.Santhalakshmi	Girls Hostel Incharge	Member	
5	Mr.G.C.Rajesh	AP/MECH	Member		12	Mr.D.Prakash	Boys Hostel Incharge	Member	
6	Ms.K.Prathipa	AP /CSE	Member		13	Mr G.Mohankumar	Boys Student's Representative	Member	
7	Ms.N.Thirugnan Sambanthan	AP /CIVIL	Member		14	Ms.B.Aananthi	Girls Student's Representative	Member	

1. Action taken report of previous meeting suggestions

S.No	Points discussed and Suggestion given	Action Taken
1	To discuss about the roles and responsibilities of committee.	Roles and responsibilities of committee. were discussed on 21.10.21
2	Programme on gender sensation and gender equity	Organized Programme on 08.03.22
3	Sexual Harassment Complaints, if any	No complaints found

2. Points discussed in this meeting

S. No	Points Discussed	Responsibility
1	The members reviewed the minutes of previous meeting and necessary action taken.	Members
2	To discuss about the roles and responsibilities of committee	Members
3	Create awareness about the availability of committee to first year students	Members
4	Sexual Harassment Complaints, if any	Members



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INTERNAL COMPLAINT COMMITTEE (ICC)

CIRCULAR

Ref: SVHEC/ICC/2022-2023

Date: 07.10.2022

All internal complaints committee members are asked to attend the meeting to be held on 14.10.2022 (Friday) at 1.00 pm in principal cabin. It is hereby the members are asked to make it convenient to attend the meeting on scheduled date.

Points to be discussed

- To discuss about the roles and responsibilities of committee.
- Create awareness about the availability of committee to first year students.
- Sexual Harassment Complaints, if any

Members

1. Dr.P.Thangavel-Convenor
2. Dr.S.Sathyasundari, HOD/ MBA -Co-ordinator
3. Ms.S.Janaki, NGO Representative -Member
4. Ms.O.S.Thenmozhi, Asst Prof/S&H- Member
5. Ms.K.Prathipa, Asst.Prof / CSE- Member
6. Mr.G.C.Rajesh,Asst.Prof /MECH -Member
7. Mr.N.Thirugnansambanthan, Asst.Prof / Civil- Member
8. Ms.A.Loganayaki, Asst.Prof / EEE - Member
9. Ms.S.Ayisha, Asst.Prof /ECE - Member
10. Ms.S.Shanmugapriya, Typist - Office- Member
11. Ms.K.Santhalakshmi, Girls Hostel Incharge - Member
12. Mr.D.Prakash, Boys Hostel Incharge - Member
13. Mr G.Mohankumar - Student Member
14. Ms.B.Aananthi - Student Member

Principal

Copy to :

1. IQACII HODs
2. ICC Staff I/C.